



## Community Agency Grant - Instruction Letter

January 2018

Greetings,

The City of Knoxville is now accepting applications for the Community Agency Grant. Any non-profit organization may apply for a grant if it operates within the City of Knoxville and has been in operation for at least five years.

The FY 2018-2019 Community Agency Grant applications are on the city's website at [www.knoxvilletn.gov/citygrants](http://www.knoxvilletn.gov/citygrants). Homeless service providers may apply for the Homeless Grant via Community Development. All other applicants should fill out the application that best fits their organization: Arts & Culture or Community & Social Services.

Applicants should follow all instructions, provide attachments as instructed and make use of the check list. Please limit your responses to the space provided on the application form.

Priority will be given to proposals that contribute to the goals and mission of the City of Knoxville. Having received a Community Agency Grant in the past does not guarantee a grant this year. We strive to meet as many requests as possible within budget constraints.

The original signed applications must be post-marked by Friday February 23, 2018, or hand delivered to the Mayor's Office by 4pm on the same date. Late applications will not be considered. If hand delivering, please allow time for parking and security.

If you have any questions please contact me at 865-215-2267 or [ikincannon@knoxvilletn.gov](mailto:ikincannon@knoxvilletn.gov). Thank you for all you do to make Knoxville a vibrant, healthy city.

Sincerely,

Indya Kincannon  
Office of the Mayor